



Tioga County Industrial Development Agency
February 2, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Hubbard Auditorium, 1st Floor
Meeting Minutes via Zoom

I. Call to Order and Introductions-Ms. Ceccherelli called the meeting to order at 4:30 pm.

II. Attendance

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, M. Sauerbrey, J. Ward, E. Knolles (attended via Zoom), A. Gowan, T. Monell

Excused:

Guests: C. Curtis, M. Schnabl, J. Meagher, L. Tinney, M. Freeze, B. Roberts, J. Gensel

III. Privilege of the Floor: Jamie Gensel, Fagan Engineers

Mr. Gensel provided the board with an update on the water system for the Owego Gardens II project. He reported that he received the cost estimates for the electrical improvements inside the pump station, which are approximately \$10,000. He is also reviewing other numbers, which came in lower than originally anticipated. He also noted that there is a separate cost for the security camera system that must be installed, which they are working on getting quotes on, and explained the requirements for the cameras. Mr. Gensel will review the rest of the numbers and report back to the board.

Motion to authorize the purchase of electrical equipment for the pump station in the amount of \$10,465. (K. Gillette, A. Gowan)

Aye-7 Abstain-0
No-0 Carried

IV. Approval of Minutes

A. January 5, 2021 Regular Meeting Minutes

B. January 5, 2022 Annual Meeting Minutes

Motion to approve January 5, 2022 Regular Board Meeting minutes and January 5, 2022 Annual Meeting minutes, as written. (M. Sauerbrey, K. Gillette)

Aye-7 Abstain-0
No-0 Carried

V. Financials

A. Balance Sheet

B. Profit & Loss

C. Transaction Detail

D. Accounts Receivable

Motion to acknowledge financials, as presented. (J. Ward, A. Gowan)

Aye-7 Abstain-0
No-0 Carried



VI. ED&P Update: L. Tinney

A. Education Workforce Coordinator – Escrow Agent Discussion

Ms. Tinney reported that Sean Lanning started on January 31 in his position as Education Workforce Coordinator. Ms. Tinney explained that M. Dixon of the Hooker Foundation, who is funding the Education Workforce Coordinator position, wishes to have the IDA act as the escrow agent to disburse funds from the Hooker Foundation to the county for the Education Workforce Coordinator’s salary. Mr. Meagher noted that there would not be anything legally to prohibit the board from taking such an action. After board discussion, Ms. Tinney will go back to Mr. Dixon to discuss the proposition of the IDA acting as the escrow agent further.

Ms. Tinney also gave an update on ED&P activities:

- There are two new legislators on the ED&P, Barb Roberts, who is the new chair of the committee, and Ron Ciotoli
- The department has 8 potential grants, 13 pending, 26 active, and 1 complete
- DRI projects and the New York Main Street projects in the Village of Owego continue to move forward. The Restore project in Owego has been completed and the Restore project in Waverly is almost complete
- The department is partnering with the Waverly School District on a mural project
- The department secured a grant for a vacuum sweeper truck for the Village of Nichols that will be shared between the Town of Owego, Village of Owego and Tioga County
- New York Main Street project in the Village of Candor continues to move forward
- Planning for the Team Tioga breakfast event has begun
- Demolition of the Land Bank properties on Temple and Liberty Streets in the Village of Owego is scheduled for the coming weeks
- Local approvals for the Ithaca Neighborhood Housing Services project in the Village of Owego are scheduled for late in February
- The Land Bank is partnering with the Owego Apalachin School District and the Hooker Foundation to have students rehabilitate a vacant house in the Village of Owego
- The Planning Director continues to monitor the new Cannabis regulation laws and working with the municipalities to ensure compliance, and also worked on the legislative redistricting plan
- The department is working with MRB Group to develop a solar best practices guide for municipalities in the county
- M. Schnabl and C. Curtis are working with the GIS department to create a public website for available commercial buildings and land in the county
- CFA awards have been announced, awards include Tioga County IT shared services project with the Village of Owego and Town of Candor; a grant to restore the Village of Owego Police Station; a grant for the Village of Waverly for their economic market analysis
- The department is working with the Town of Nichols, Tioga County IT and Southern Tier Network to apply for a USDA ReConnect grant to extend broadband in the Town of Nichols
- Continuing to work with American Pride Solar as they look acquire the Sanmina building
- The department has responded to two state leads



VII. Project Updates: L. Tinney & C. Curtis

A. Owego Gardens II

1. Updated Project Cost Spreadsheet

Ms. Curtis noted that she added a payment to Robinson on the cost spreadsheet

2. Tank parcel transfer

Ms. Curtis noted that the parcel that the water tank sits on will be owned by Suez

B. Lounsberry Power Study

Ms. Curtis reported that she has received a draft report of the Lounsberry Power Study, and will distribute it to the board.

VIII. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward

a. 2021 Audit in progress

2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles

a. M. Schnabl cross training – Ms. Curtis gave the board an update on the IDA activities that she has trained M. Schnabl on

3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward

a. No report

4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton,

J. Ward, E. Knolles

a. No report

5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell

a. No report

IX. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update:

1. Owego Gardens II – Home Leasing - \$74,953.24/Authorized \$524,194

2. RB Robinson - \$25,887.79/Authorized \$55,990

3. Statewide Aquastore Inc. - \$11,650.61/Authorized \$17,856.40

Ms. Curtis reported that she has been reviewing the Best Buy PILOT payments to determine whether this year or next year will be the final year of their PILOT payments. She also reported that going forward, there will be one account that the PILOT payments are put into. Currently, all PILOT payments are deposited into the Owego Gardens account. Ms. Curtis noted that the Best Buy and Crown Cork & Seal accounts will be closed, as only one PILOT account is needed.

X. Grant Updates: C. Curtis

A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567 Planning Grant – Richford Railroad

1. Application pending



XI. Motion to move into Executive Session at 5:06 pm to discuss financial matters and property acquisition pursuant to Public Officers Law Section 105. (K. Gillette, M. Sauerbrey)

Motion to adjourn Executive Session at 5:45 pm.

XII. Next Meeting: Wednesday March 2, 2022

XIII. Adjournment – Mr. Gowan motioned to adjourn the meeting at 5:46 pm.